Process Flowchart
Missouri Relies on Everyone (MoRE)

Start

Employee submits suggestion to State MoRE Coordinator (fax, e-mail, or mail)

Does suggestion meet criteria? — **No** → State MoRE Coordinator notifies suggester in writing. Process ends.

Yes

State MoRE Coordinator:
1. Notifies employee that suggestion was accepted.
2. Assigns tracking number to suggestion
3. Sends suggestion and Implementation Feedback Form (attachment 1) to agency.

Will agency implement suggestion? — **No** → State MoRE Coordinator provides written justification to suggester. Process ends.

Yes

State MoRE Coordinator sends suggestion and supporting documentation, along with recommendation for recognition, to Review Team.

Yes ← Review Team may increase award by $25 for outstanding suggestions. The total award for individual suggestion MUST NOT exceed $100.00

Did Review Team accept recommendation of $75.00? — **No** → State MoRE Coordinator explores and addresses Review Team concerns to end process.

Yes

State MoRE Coordinator notifies suggester, requests payment, issues certificate and invitation to PSRW celebration

Stop

Note: The State MoRE Coordinator is a Division of Personnel, Planning and Development staff member